



CITY OF COLLEGE PARK

Class Description

Job Title: Maintenance Worker

Reports To: Crew Supervisor

FLSA Status: Non-Exempt

General Description

Positions in this classification perform various manual and unskilled labor to maintain City streets, right of ways and properties, and pick up and dispose of trash, recycling, and bulk items. May operate, wash and clean light motorized equipment and vehicles.

This position is considered "essential" and safety-sensitive. Incumbents will be required to report to work during severe weather conditions and other emergency situations.

This class works under close supervision according to set procedures.

Duties and Responsibilities

The functions listed below are those that represent most of the time spent working in this job. Management may assign additional functions related to the type of work of the job/class as necessary.

Essential Functions:

Services assigned routes to pick up trash and refuse. Places receptacles onto garbage lift; compacts trash and returns receptacles to curb. Picks up heavy trash and bulk refuse such as appliances, construction material, and brush; loads onto open body truck and transports to landfill.

Assists with snow removal on streets, driveways, and sidewalks. Assists in preparing snow removal equipment and vehicles used by equipment operators. Shovels and salts driveways and sidewalks.

Works to collect and remove leaves from City streets and curbs. Rakes leaves, operates leaf machine hoses and prepares for pickup.

Mows grass on various City properties, including ball fields, rights-of-way, around city buildings, etc. Operates chipper for brush.

Maintains playgrounds and ball fields by repairing equipment, lining and dragging ball fields, and performing general landscaping/grounds maintenance work such as weeding, planting and watering trees and flowers, and mending fences.

Assists Equipment Operators with installing street and traffic signs.

Performs general maintenance work such as general custodial work, litter, and graffiti removal, repairing, replacing, painting meter poles, painting parking lots, and other maintenance duties as assigned.

Additional Duties:

Performs related work as assigned.

Responsibilities, Requirements, and Impacts

Data Responsibility:

Data Responsibility refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.

Compares or inspects items against a standard.

People Responsibility:

People include co-workers, workers in other areas or agencies, and the general public.

Follows instructions of supervisors; may interact with the public to answer questions and provide information.

Asset Responsibility:

Assets responsibility refers to the responsibility for achieving economies or preventing loss within the organization.

Responsible for the care and use of tools and supplies provided by the City.

Mathematical Requirements:

Mathematics requires the use of symbols, numbers, and formulas to solve mathematical problems.

Uses basic addition and subtraction; may need to count items and measure distances.

Communications Requirements:

Communications involves the ability to read, write, and speak.

Reads simple sentences, instructions, or work orders; writes simple sentences and completes job forms; speaks in sentences using basic grammar.

Judgment Requirements:

Judgment requirements refer to the frequency and complexity of judgments and decisions given the stability of the work environments, the nature and type of guidance, and the breadth of impact of the judgments and decisions.

Works in a stable environment with clear and uncomplicated written or oral instructions. Is responsible for very few decisions.

Complexity of Work:

Complexity addresses the analysis, initiative, ingenuity, concentration, and creativity required by the job and the presence of any unusual pressures present in the job.

Performs routine and semi-routine work, following procedures with occasional problems, requires normal attention for accurate results.

Impact of Errors:

Impact of errors refers to consequences such as damage to equipment and property, loss of data, exposure of the organization to legal liability, and injury or death for individuals.

The impact of errors should not be moderately serious. It affects the work unit and may affect other units or citizens, or loss of life could occur, but the probability is very low.

Physical Demands:

Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.

Must have the ability to perform manual labor throughout the work shift and use various hand tools.

Must have the ability to lift and move up to 75 lbs. with or without assistance. And be able to push or pull up to 150 lbs. with assistance for trash removal and grounds/streets maintenance work.

Work is normally performed outdoors and in any weather. Must be able to work in weather extremes such as rain, snow, freezing, and hot temperatures.

Equipment Usage:

Equipment usage involves responsibility for materials, machines, tools, equipment, work aids, and products.

Handles or uses work aids involving some latitude for judgment regarding attainment of a standard or in selecting appropriate items.

Unavoidable Hazards:

Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.

Frequent exposure to traffic, moving machinery; occasional exposure to chemicals

Safety of Others:

*Safety of others refers to the level of responsibility for the safety of others, either inherent in the job or to ensure the safety of the general public. **(Does not include safety of subordinates).***

Requires responsibility for the safety and health of teammates.

Minimum Education and Experience Requirements:

Requires some experience performing manual or unskilled labor; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

High school diploma or GED is preferred.

Special Certifications and Licenses:

Must have a valid driver's license in the state of residence.

Americans with Disabilities Act Compliance

The City of College Park, MD, is an Equal Opportunity Employer. The ADA requires the City to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.